

Software Underground

Board Meeting

19 March 2024

Minutes are recorded in green.

Agenda

We will start at 16.00 UTC on Tuesday 19 March 2024. Quorum is 5.

Chair: Leo

Regrets: Jo, Matt

Present: Santi, Dieter, Matteo, Sissi

Visiting:

Previous meeting

Previous meeting minutes are on GitHub:

<https://github.com/softwareunderground/swung-org/blob/main/board>

Remarks

- None

Mattermost

Matt spoke to Jørgen after the last board meeting -- got backups sorted out, he got software updates running more smoothly.

Dieter and Matt propose to delete the Slack instance. We have the backup and the images, and there is basically no traffic. On the other hand, it is not costing anything. Any objections?

Santi has ssh access to the VPS and also sudo privileges. Jørgen also added encrypted secrets using Santi's public GPG key. Relevant commits:

- [softwareunderground/mattermost@8b4dae](#)
- [softwareunderground/mattermost@21c35f](#)

Updates from the SimPEG trial of using a team on our Mattermost?

- SimPEG is moving forward with the move. During the last meeting we decided to sketch out a timeline and plan for the move:

<https://curvenote.com/@simpeg/meeting-notes/03-13-2024>

Remarks:

- Santi made a suggestion to add `authorized_keys` for the root user as well on the server: <https://github.com/softwareunderground/mattermost/pull/5>
- Santi can be a backup in case anything goes wrong
- Only Matt can close the Slack
- Any objections to closing down the Slack?
 - No objections. Go for it!
- Santi will sketch out a plan for the SimPEG move. Impression that the SimPEG mattermost is already more active than the Slack

Sustainability

Discussed last meeting that we need to spread Matt's responsibility around the board. This is both so we don't have a single point of failure and to allow Matt to step down from the board in the future for a well deserved rest without us falling apart.

Finances: Matt added several new people to Squarespace (website), Wave (finance), and Stripe (payments); connected Matteo (@mycarta) to Katie Condon, accountant, and forwarded to both 2023 Stripe reports; wrote letter to Amber Oickle at RBC to add Matteo as a signing officer for the accounts at RBC.

Remarks:

- Matteo will check with Matt if there are any actions that he needs to do with regards to finance.
- Matteo will create a little document about the roles that Matt is handing over so we have something for the next transition. Put on Google Drive for the Board only

We talked about creating committees to oversee some aspects of running SwUng. Shall we try to define what some of these could be and who would want to be a part?

Remarks:

- Finance: Right now it's Matteo. Need push/reminder for donations.

- **Tech:** Includes website and other tech things. A lot of us have access to the website but only really fix things that are broken from time to time.
 - **Mattermost server:** Basically having a couple of people to back up Jørgen
- **Store (overlap of finance and website):** Probably part of website or finance
 - There is a case for separating product design from the financial bits
- **Community:** CoC matter (right now Leo, Matt, Chance)
- **Events:** Transform, etc. Could be responsible for making sure events happen and oversight of people actually putting things together.
 - Which events did we host? Hackathons, Sprints, local meetups, first Transform was in person in France
 - Idea to retake the distributed events and organize them
 - Informal meetup?
 - Hackathon in two/three locations?
 - Goals, funding, resources, etc
- **Start with these.** Float the idea on Mattermost to try to get board members for each. Their first job is to recruit.

Any updates on getting a password manager for services that don't allow adding admins?

- I (Santi) think we are eligible to apply for 1Password. We are a non-profit, we organize open-sourced events, we are community-driven, and there are software development projects directly linked to SwUng.
- To apply:
 - a. Create a Team account (I think one person will have unique access to that account).
 - b. Invite another person as Owner.
 - c. Fork the <https://github.com/1Password/1password-teams-open-source> repo and add the project name to the README.
 - d. Open a PR with these changes and fill the template (the actual request). The template will ask to fill these questions:
https://github.com/1Password/1password-teams-open-source/blob/main/.github/pull_request_template.md

Remarks:

- **Services that would need a single password for multiple managers:**
 - Twitter
 - Domain registers? Registered here <https://www.eurodns.com/> Check if it's just owned by Matt

- **Maybe fall under the Tech committee**
- **Need Matt for this talk. Could be done together with updating tech spreadsheet.**
- **Do this at some time that doesn't have to be a board meeting**

Volunteers for chairing the next meeting?

Remarks:

- **Ask on Mattermost**

Events

There is interest in Transform but haven't seen much movement on the organizing side. How about we gather a group from the community and let them do it in a way that they'd like (with some oversight from the board)?

Remarks:

- **Post in general to try to recruit people who want to do it.**
- **Give them a skeleton but let them decide what to do.**
- **Make sure we put a deadline for responding to the call.**

Next meeting

Tuesday 30 April at 16.00 UTC. It is in the calendar already. Problem is the calendar event is not in UTC but in European time so summer time pushed it back 1h.

Remarks:

- **Dieter will miss this one (travelling).**
- **Change the event to 16:00 UTC to make it fixed.**

Any other business

AGM next month.

Remarks:

- **We have to. Must have votes. Need to check with Matt. Solve on Mattermost.**

Parking lot / next meeting

These items will go into future board meeting(s):

- We still need to update the tech spreadsheet:
<https://docs.google.com/spreadsheets/d/1mNAGEgQNvfZem5zY38u9etn200aFWbE2zjLcMEdiL4Y/edit?usp=sharing>
- Check the status of receipt for Swung membership/donations (so it can potentially be deducted / charged to the employer like the membership of other professional societies).